



## PLANNING & TRANSPORTATION



P.O. BOX 905  
1048 Carriage Oaks Drive  
Carthage, NC 28327  
Inspections/Permitting: (910) 947-2221  
Planning: (910) 947-5010  
Transportation: (910) 947-3389  
Fax: (910) 947-1303

# TEXT AMENDMENT APPLICATION PACKET

## Purpose

A text amendment is a change to the regulations contained within the Unified Development Ordinance.

## Pre-Application Conference with Planning Staff

The applicant needs to schedule a conference with Planning Staff.

## Application Submittal

The applicant must submit a complete application packet on or before the submittal deadline. This includes:

- Completed Moore County Text Amendment Application.

## Administrative Review / Required Notifications

Planning Staff will review the request and provide the following public notifications prior to both the Planning Board meeting and the Board of Commissioners meeting / public hearing:

- A notice will be placed in the newspaper containing information about the meeting.

## Planning Board Meeting

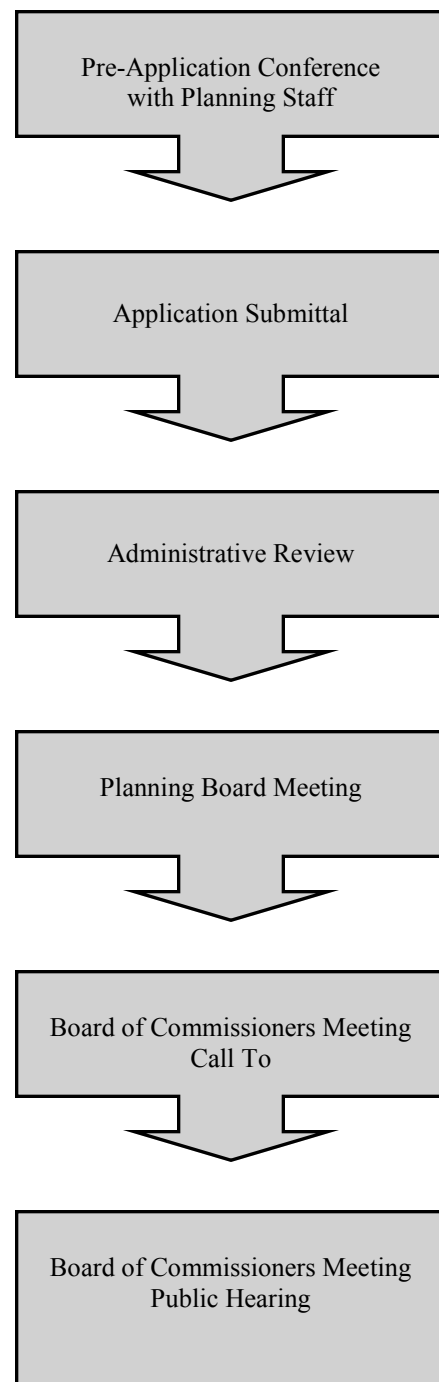
Planning Staff will present the request to the Planning Board. It is **highly recommended** that the applicant attend the meeting to answer any questions raised at the meeting. The Planning Board will make a recommendation to the Board of Commissioners.

## Board of Commissioners Meeting—Call To

Planning Staff will present the request to the Board of Commissioners to schedule a Public Hearing. Applicant need not be present at this meeting.

## Board of Commissioners Meeting—Public Hearing

Planning Staff will present the request to the Board of Commissioners. A public hearing will be held. It is **highly recommended** that the applicant attend the meeting to answer any questions raised at the meeting. The Board of Commissioners may approve the amendment, deny the amendment, or send the amendment back to the Planning Board for additional consideration.



## Application Submittal Deadlines / Meetings

| <b><u>Application<br/>Deadline</u></b> | <b><u>Planning Board<br/>Meeting</u></b> | <b><u>BOC Call to</u></b> | <b><u>BOC Public Hearing</u></b> |
|--|--|---------------------------|----------------------------------|
| December 6, 2016                       | January 5, 2017                          | February 7, 2017          | February 21, 2017                |
| January 3, 2017                        | February 2, 2017                         | March 7, 2017             | March 21, 2017                   |
| January 31, 2017                       | March, 2, 2017                           | April 4, 2017             | April 18, 2017                   |
| March 7, 2017                          | April 6, 2017                            | May 2, 2017               | May 16, 2017                     |
| April 4, 2017                          | May 4, 2017                              | June 6, 2017              | June 20, 2017                    |

### Meeting Location

Planning Board meetings are held at 6 pm in the Commissioners Meeting Room on the second floor of the Historic Courthouse in Carthage, NC.

Board of Commissioners meetings are held at 5:30 pm in the Commissioners Meeting Room on the second floor of the Historic Courthouse in Carthage, NC.

### Moore County Unified Development Ordinance Reference

Please reference ***Chapter 10 : Text Amendments and General Use Rezoning*** for additional detailed information regarding this process and our website [www.MooreCountync.gov](http://www.MooreCountync.gov) for cross referenced sections within this chapter.



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### Text Amendment Application

Application Date:

Applicant:

Phone:

Applicant Address:

City:

St:

Zip:

Please describe the changes proposed (please attach additional sheets if needed).

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#### Application Submittal

The applicant must submit a complete application packet on or before the submittal deadline. This includes:

- ☐ Completed Moore County Text Amendment Application.

I (We), the undersigned, certify that all statements furnished in this application are true to the best of my (our) knowledge, and do hereby agree to follow all reasonable requests for information as designated by the County of Moore Zoning Administrator.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

Office Use Only:

\_\_\_\_\_  
Received By

\_\_\_\_\_  
Date